



# EWC Board of Trustees Meeting Minutes

Eastern Wyoming College

Apr 9, 2024 at 5:45 PM MDT

@ EWC Dolores Kaufman Board Room

## **Attendance**

### **Present:**

Members: Randy Adams, Bob Baumgartner, Doug Mercer, Dami Metzler, Katherine Patrick (remote), Kurt Sittner, Jackie VanMark, Rick Vonburg, Jim Willox

I. Chairman Van Mark called the meeting to order.

II. Approval of the April 9, 2024 Meeting Agenda.

### **Motion to approve the April 9, 2024 Meeting Agenda:**

Motion moved by Bob Baumgartner and motion seconded by Rick Vonburg. Motion passed.

III. Introductions

None

IV. Public Comment

Dr. Farley informed the Board about the 75th Anniversary celebration at the Douglas Campus on May 1, 2024 from 4:00pm to 6:00pm. Nursing and Gunsmithing will be showcasing their programs.

V. Information Technology Update: Mr. Tyler Vasko and Mr. Auke Daane

Mr. Vasko and Mr. Daane gave updates on the IT Department. They are currently working on implementing a ticket system called Halo. Mr. Daane presented a PowerPoint on the Halo usage ticketing system. The IT department have been working in the outreach centers to get them up-to-date and replace old equipment as part of the Wi-Fi overhaul.

VI. HR Update: Mr. Darryl Spitzer

Mr. Spitzer updated the Board on the positions currently filled and also being advertised. Caleb Spitzer and Zach Smith, interim coaches, are up for approval tonight and the WIP grant positions have been posted. The Food Service Director, Tony Gamble, is on site. A new catering software, Cater Trax, will be integrated next fall and will allow food service to create and display menus, schedule and organize catering jobs. Catering equipment has been received, and a catering van has been ordered. Mr. Spitzer is also leading a Management Training Class 101 during the noon hour for directors.

VII. Physical Plant Update: Mr. Patrick Korell

Mr. Korell discussed the college's efforts to resolve electrical issues, including the hiring of an electrician and the possibility of a new line for power. Progress has been made in resolving problems such as equipment failures, water leaks, and inadequate lighting, installing filters and air handlers to reduce

frequent filter changes, repairing gas leaks, replacing exterior lights, and addressing issues with the electrical system. He also noted plans to upgrade to LED lighting in a cost-effective manner, the ongoing costs incurred due to a previous water break incident at CTEC and the need for repairs to the Fine Arts building's switchboard before connecting the new chiller system. Sodexo will be working on inventorying EWC within the next 60 days.

## VIII. Department Reports

### A. Ms. Ellen Creagar Student Recognitions

Ms. Creagar introduced Brandon Patterson, the EWC legislative intern and the Business Ethics team, Ana Djurovic, Weston Klatt, and Nikoleta Tartar and congratulated them on their achievements.

#### 1. Mr. Brandon Patterson, EWC's legislative intern; experiences at the 2024 Wyoming Budget Session.

Mr. Brandon Patterson was selected to represent EWC in the 2024 Wyoming Budget Session in Cheyenne, Wyoming, as an EWC legislative intern. He informed the Board on his experiences while attending the session.

#### 2. The 2024 Business Ethics team: Ana Djurovic, Weston Klatt, and Nikoleta Tatar

The 2024 Business Ethics team, consisting of Ana Djurovic, Weston Klatt, and Nikoleta Tatar presented information on their experiences of preparing for and competing in the Wyoming Collegiate Business Ethics competition at UofW on April 5, 2024.

### B. Financial Report: Mr. Kwin Wilkes

Mr. Wilkes, via zoom, presented the March monthly financial report provides an unaudited update regarding revenues and expenditures for the operational and auxiliary funds from March 1, 2024 to March 30, 2024.

### C. Community Ed/Workforce Board Report from Ms. Donna White

The Community Ed/Workforce update report was attached for review.

### D. Student Services Report for April 2024 from Ms. Tami Afdahl

The Student Services update report for April 2024 was attached for review.

## IX. Consent Agenda Approval for the following items.

### A. Approval of the March 12, 2024 Meeting Minutes.

#### **Motion to approve the March 12, 2024 Meeting Minutes :**

Motion moved by Rick Vonburg and motion seconded by Bob Baumgartner.

Motion passed.

## X. Consideration of New Business

### A. Action Items

#### 1. Approval of the March 2024 Expenditure Report.

**Motion to approve the March 2024 Expenditure Report:**

Motion moved by Rick Vonburg and motion seconded by Bob Baumgartner. Motion passed.

2. Approval of Mr. Caleb Spitzer to the position of Interim Esports Coach.

**Motion to approve Mr. Caleb Spitzer to the position of Interim Esports Coach:**

Motion moved by Randy Adams and motion seconded by Doug Mercer. Motion passed.

3. Approval of Mr. Zach Smith to the position of Interim Women's Golf Coach.

**Motion to approve Mr. Zach Smith to the position of Interim Women's Golf Coach:**

Motion moved by Bob Baumgartner and motion seconded by Rick Vonburg. Motion passed.

4. Approval of Final Reading of Board Policy 2.17 Teach Out Arrangements.

**Motion to approve the Final Reading of Board Policy 2.17 Teach Out Arrangements:**

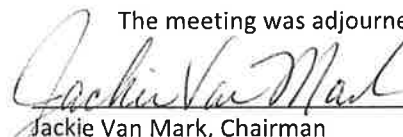
Motion moved by Rick Vonburg and motion seconded by Bob Baumgartner. Motion passed.

XI. Trustee Topics

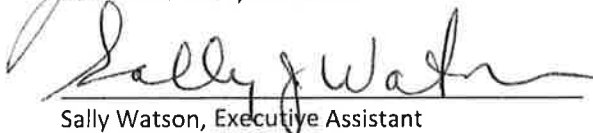
- Trustee Adams stated the information about Rules of Order emailed to him by Trustee Mercer was very informative.
- Trustee Sittner congratulated the Golf Team for their win in McCook.
- Trustee Willox provided updates on the ongoing construction project, confirming that initial queries about budget, timeline, and preference between in-state and out-of-state contractors had been addressed. He expressed confidence in the engineers' estimates and noted a possible addition to the contract, an onsite generator, but clarified it would not be funded by the grant. He also addressed concerns regarding student housing, emphasizing it as a top priority, and discussed the facility master plan's next steps, including financing and resource management.
- Trustee Vonburg thanked Mr. Willox and Dr. Farley for their hard work on the Douglas expansion project and also wanted to inform the Board about the Torrington Campus celebration also on May 1st and invited everyone to attend.

XII. Adjournment

The meeting was adjourned at 7:25pm.

  
\_\_\_\_\_  
Jackie Van Mark, Chairman

  
\_\_\_\_\_  
Randy Adams, Secretary

  
\_\_\_\_\_  
Sally Watson, Executive Assistant